

TOWN OF WEBSTER
Office of Selectmen
945 Battle Street/Rte. 127
Webster, NH 03303

6:33 pm Selectmen's Meeting – November 26, 2012 – Regular Session

Selectmen present: Chairman George Cummings, Selectman Bruce Johnson and Selectman Roy Fanjoy.

Fire Chief Colin Colby requested to be first tonight as the Department is hosting a CDL Class at the station and he and a few other Department members are going to a mutual Aid Drill in Salisbury. He then advised the Board of the following:

- All had been quiet until there was a garage fire in Hopkinton followed shortly thereafter by a brush fire between Mutton Road and Battle Street. A second alarm and then a third alarm were sounded due to the potential threat to homes in the area. The structure fire coverage was cancelled after the threat to homes was lessened. The approximately two-acre area was walked today with no cause of the fire determinable. He thanked Emmett Bean for manning the staging for the brush and structure (precautionary purposes only) fires.
- The starter on Engine 3 has issues. This is the truck built and purchased at the same time with the Town of Boscawen. They had similar issues with their truck with the repairs costing around \$1,000 and Chief Colby expects Webster's repairs to be similar. The truck will go to Yankee – GM Kenworth Garage known as Patsy's in Concord.
- He will take the forestry truck to Candia on Wednesday to get a firm quote on the replacement of the pickup body with the flatbed. They need to see the size of the skid tanks in order to get the proper size for the tool boxes.
- He checked into the cost of the updates for the NFPA books as discussed at the previous meeting and has decided not to get the updates and to withdraw the request for \$1,000 in the 2013 budget.
- Purchase Order #39 was signed for the Fire Department to Firematic Supply Co., Inc. for a thermal imaging camera in the amount of \$6,500.

Selectman Fanjoy questioned the amount of \$1,450 plus left in the 2012 budget under Forestry Equipment/Supplies and inquired if he had any expected expenses this year. Chief Colby advised that he needs some fittings that should not cost more than \$500. The Board inquired if he would be comfortable with taking \$1,000 from the 2013 budget request, which Chief Colby indicated that he would and could make do with the new amount.

Selectman Johnson inquired about the repairs of the second dry hydrant on Clothespin Bridge Road, but was advised that it was too late this year. Mr. Bean advised that all the materials have been bought for the repairs and the repairs will be done next year. Selectman Johnson inquired about a new dry hydrant behind the school, with Chief Colby advising that this would require an Environmental Engineer to do the layout. Chief Colby saw an ad for \$100 for this service, but was not sure that that was a realistic amount; however this project would be the first on the list for new dry hydrants. He said that School Board Member Dee Blake had indicated that the School would provide matching funds for this project.

The Board signed the following for Administrative Assistant Judith Jones:

- Selectman Fanjoy made a motion to accept the Work Session Minutes of the Selectmen's Meeting held November 13, 2012 as written; seconded by Selectman Johnson and approved.
- Selectman Fanjoy made a motion to accept the Regular Minutes of the Selectmen's Meeting held November 13, 2012 as written; seconded by Selectman Johnson and approved.
- The "Investment Policy" acknowledgement sheet as voted at the November 13th meeting.
- An appointment Sheet for Linda Clark as Member of the Conservation Commission with an expiration date of 2015 (See resignation of Jane Difley and appointment of Linda Clark below)

Selectman Johnson read an e-mail received on November 21st from Jane Difley submitting her resignation from the Conservation Commission and indicating that she hoped the Board would consult with the Conservation Commission Chairman. Selectman Johnson responded to her that the Board had done so. Selectman Johnson then made a motion to nominate Linda Clark as a Member of the Conservation Commission until 2015; seconded by Selectman Fanjoy and approved.

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Selectman Johnson advised that Dana Corliss was interested in becoming a member of the Energy Committee. Chairman Martin Bender had requested two more members to add to the original five members. Therefore, Selectman Johnson made a motion to appoint Dana Corliss as a member of the Energy Committee; seconded by Selectman Fanjoy and approved. It was noted that this Committee does not have expiring terms and does not require a vote of Town Meeting to increase membership.

The Board signed the minutes for the two non-public sessions of November 13th written by Selectman Johnson:

- Selectman Fanjoy made a motion to accept the minutes for the first Non-Public Session of the Selectmen's Meeting of November 13, 2012 as written and amended; seconded by Selectman Johnson and approved.
- Selectman Fanjoy made a motion to accept the minutes for the second Non-Public Session of the Selectmen's Meeting of November 13, 2012 as written; seconded by Selectman Johnson and approved.

The Board signed the following for Financial Administrator Wendy Pinkham:

- The bank reconciliation for the month of October.
- Three Timber Tax Bills and associated warrants for the following: Lina & William McPherson – Map 3-7; Lina & Edward McPherson – Map 3-9 and Martin Bourque and Dorothy Proulx – Map 4-13.
- Intent to Cut for G. T. Chakas – Map 1-47. The owner was advised of the need to contact the State for a Temporary Driveway Permit and this Intent will not be released to the State until this issue is finalized.

Police Chief Robert Dupuis advised the Board of the following:

- Purchase Order # 37 for the Police Department to Marshall's Firearms, Inc. for a 12 gage shotgun in the amount of \$375.
- Purchase Order #40 for the Police Department to AAA Police Supply for ammunition in the amount of \$361.
- He received a quote from J. P. Pest Service of \$325 for labor and \$135 for the products, which does include the removal of the pests, regarding the mice issues at the Public Safety Building. After discussion, Chairman Cummings volunteered to resolve the issue next week when he returns. In the meantime, he recommended the purchase of bite blocks from Blue Seal to get started.
- There were 30 calls for service from the Police Department over the past two weeks with the highlights read.
- On October 23rd he was visited by the Compliance Monitor for the State of NH for Criminal Juvenile and Delinquency Program for an inspection which is required at least every three years. A letter was received Saturday that the Department passed with flying colors. They check for the storage of juvenile records and the disposal or sealing of records after the juvenile reaches adulthood.
- There will be a training next Thursday at the Sheriff's Office for a demonstration of a system where everyone in Town can be automatically dialed in case of an emergency. This is more than a 911 system as cell number can be added if citizens so desire. There is no cost associated with this service as it will be paid for by the County.
- He discussed Police policies and procedures that need to be finalized. The Board decided to begin the next work session at 4:00 pm on December 10th to work on this and then to continue with budgets if time allows. Selectman Johnson had already submitted his comments to Chief Dupuis.
- Chief Dupuis has written a revised Employee Performance Evaluation, which including some of the recent Supreme Court Decisions, regarding employee notification and getting the feedback from the employee's and provided the Board with copies. This too will be discussed on December 10th.
- He requested a non-public session at the end of the meeting.

Mike Tardif, Director of Central NH Regional Planning Commission, addressed the Board regarding rejoining the Commission as Webster is the only one of 20 communities they service not currently a member. They are one of nine Commissions across the State providing services. He reminded them that the Commission was recently involved in Webster's Hazard Mitigation Plan with accolades given to Stephanie Alexander's ability to navigate through the federal requirements, acknowledging that this is not her only area of expertise. The Commission is committed to the CIP, Master Plan,

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Site Plan Review; surveys, etc. and can work with road improvements as well as working with DOT. There is limited funding from other sources that can be combined with the dues paid by the communities to help with projects and the Commission striving to make their services as inexpensive as possible. Currently the Town of Pittsfield is working on their Master Plan with funds from the Commission being used for the mapping and transportation sections. The Commission can help communities with surveys through survey-monkey. Membership brings an effort for the Commission to find other funding to buy down the cost of projects. He cited other examples of their participation with other communities in a review advisory capacity. They would like to have representation for the Transportation Advisory Committee citing examples of their on-going work. Another area is Broadband Development Planning to improve broadband access across the State. Selectman Johnson asked for examples of costs. Mr. Tardiff advised that should the Commission be asked to help with the Master Plan, he explained how the costs might be spread across the different phases of the project, which does depend on the involvement of the Commission, grants and available funding.

Road Agent Emmett Bean advised the Board of the following:

- The Board signed Purchase Order #38 for the Highway Department to Treasurer, State of NH (surplus property) for wing arms in the amount of \$900 as authorized at the November 13th Selectmen's Meeting.
- He is waiting for snow and the winter sand is stocked.
- Today Mrs. Pinkham received paperwork from the State for the declaration of Hurricane Sandy and returned the form indicating that the Town was interested in participating. There will be lots more work to prepare for reimbursement of expenses. Mr. Bean advised that Mrs. Pinkham has been most helpful and knowledgeable regarding the paperwork for FEMA.
- Selectman Fanjoy inquired about the pot hole on Clothespin Bridge Road. Mr. Bean has repaired it once, but this time of year is difficult to get the cold patch to adhere and stay where it is put.
- Ditching is being done in various areas of the Town.
- Mr. Bean will replace the sign indicating Non-maintained Road on Clough and Sanborn Hill Road as he has a used one available.
- Beavers on White Plains Road near Schoodac Bridge have not been much of an issue lately, but are more of an issue near the Courser land further along White Plains Road towards Warner. Possible solutions were discussed.

Treasurer Mary Smith advised that tax money was coming in and that there were a couple of large expenses due.

Selectman Fanjoy inquired of Jere Buckley, Chairman of the Planning Board, for his opinion of rejoining CNHRPC. Mr. Buckley advised that Mr. Tardiff came to the Planning Board with a similar request, saying that the PB did not know the reason that Webster was not currently a member and were a bit uncomfortable with that. He advised that the PB appeared to be in favor of rejoining. The PB members were concerned about the cost that could be incurred beyond the dues paid. Mr. Buckley felt that it would be a great resource for all updates needed such as Master Plan, Capital Improvement Program, Regulations, etc., indicating that all these items need updating soon. Mr. Buckley had suggested to Mr. Tardiff that the PB would be willing to do most of the work load, using CNHRPC more for critique purposes. Mr. Tardiff had indicated that some projects could be upwards to \$10,000, again depending on the Commission's involvement. Chairman Cummings reiterated that Mr. Tardiff was not inflating the value of Ms. Alexander's expertise with the Hazard Mitigation Plan, which has passed the initial FEMA review, though not yet formally accepted. Mr. Buckley said that Mrs. Pinkham had indicated that there were funds available in the 2012 PB budget to pay for next year's dues (\$1,977 for 2013) though next year it should be in the budget to continue membership. The Board decided to put the decision of dues on the next agenda.

Selectman Johnson advised that the Energy Committee was working on a Pellet System for the Town Hall. He advised that it might be feasible to use a residential system, due to the size of the building, which would use an automatic feed. Mr. Bender has a few folks that he is talking to for additional information. Chairman Cummings inquired about the cost. Selectman Johnson indicated that it would only be a few thousand dollars more than replacements for the current system, but the overall operating costs would be far less and over time would result in large savings. Selectman Johnson said that he would like to consider doing a presentation at the Town Meeting to get people to think about it. He said that the cur-

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rent systems would be kept in place as backup for those real cold days. Mrs. Pinkham agreed that it was a good system, but is labor intensive, even with an automatic feed. The next meeting of the Energy Committee is scheduled for December 12th at the Public Safety Building at 6:30 pm. The possibility of a presentation and handouts at Town Meeting was discussed, with no decision was made. Chief Dupuis suggested doing this at the Budget Meeting in February.

Mrs. Jones contacted four electricians regarding the electrical needs discussed at an earlier meeting. One has been for an onsite visit, two indicated that they would come by soon and one has not returned the call. No estimates have been received.

The proposal to put Grappone mailers in the Vehicle Registration Renewals is still being considered by the Town Clerk. Though she is willing to think outside the box and be pro-active to generate funds to cover the cost of the renewals, she is concerned about additional requests for mailers. She is also checking with the State to see if this is allowed and is looking for approval. Ellen Kontinos-Cilley questioned what is to stop more insert requests and recommended that a policy be in place, indicating that she was not in favor of this practice as it may offend some folks. Selectman Johnson indicated that there are no plans to allow additional inserts and that the final decision is up to the Board. Joan Doucette expressed concern about discrimination claims. Chairman Cummings did not feel that this was a real threat. There was further discussion on where the idea came from, etc.

Mrs. Jones requested December 10th and 11th as vacation days with the majority of the Board approving the request.

The Board discussed the possible disposal of the piano in the dining area, as had been requested by Custodian Brenda Silver. After much discussion it was decided to put the offer of a "Free Piano" on the website with notice that it needs tuning and the caveat that it must be moved by the individual taking it. Folks need to submit their names to the Board for a drawing to be held at the Selectmen's Meeting of December 26th of the lucky winner. Discussion followed.

Chairman Cummings discussed the newly requested road name for a driveway in Webster, with access off of a Warner Road, with a Warner Selectman and 911 mapping personnel, advising that the name of Ox Pond Lane, Private Lane will stand and explained the rationale for this. The cost of the sign was discussed with Chairman Cummings indicating that the Town would most likely cover that cost. Mr. Bean thought that the State would cover the cost of the street sign as it is a State Road. The office will call to check on this. Discussion followed on the road name chosen, which came from the Warner Historical Society, acknowledgement that the owner of the property did not express objections, implications of the name and any possibility of changing the name.

Mr. Buckley, as an FYI, discussed the possibility of the installation of a photo-voltaic system, such as he recently installed at his home, for the Public Safety Building. He recently read an article re: "no up-front costs" for municipalities and charitable organizations and has contacted Marty Bender to follow-up on this. Mr. Bender will work on having a presentation at one of the Energy Committee Meetings in the near future. General discussion ensued on how the cost would be paid, probably over time, etc.

Mr. Bean also requested a non-public session tonight.

8:23 pm Selectman Fanjoy made a motion to go into non-public session pursuant to RSA 91-A:3 II (a) regarding personnel issues with Police Chief Dupuis; seconded by Selectman Johnson. Roll call: Chairman Cummings – yes; Selectman Johnson – yes; and Selectman Fanjoy – yes. Mrs. Jones was not requested to attend. This was the first session.

8:48 pm Chairman Cummings reconvened the meeting. All three Selectmen voted to seal the minutes.

Immediately following, Selectman Johnson made a motion to go into no-public session pursuant to RSA 91-A:3 II (a) regarding personnel issues with Emmett Bean and Susan Roberts; seconded by Selectman Fanjoy. Roll call: Chairman Cummings – yes; Selectman Johnson – yes; and Selectman Fanjoy – yes. Mrs. Jones was not requested to attend.

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9:33 pm Chairman Cummings reconvened the meeting. He advised that all three Selectmen voted unanimously to seal the minutes.

Immediately following Selectman Johnson made a motion to adjourn the meeting; seconded by Selectman Fanjoy and approved.

George C. Cummings, Chairman
BOS/jj

Bruce G. Johnson

Roy E. Fanjoy

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B. G. Johnson

R. E. Fanjoy